

## **LIBRARIAN TRACK**

### **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #1**

#### **COURSE TITLE: 47<sup>th</sup> Annual Military Librarians Workshop**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Washington, DC

DATES: 9-12 December 2003

WEBSITE: <http://www.dtic.mil/mlw/2003/agenda.html>

RELATED WEBSITES : <http://www.sla.org/content/chdiv/divisions/division.cfm>

COST: \$385.00

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: The State We're In ... Preserving the Past ... Protecting the Present ... Securing the Future -- the theme of the workshop, with presentations on The Patriot Act, MERLN, digital archiving and content management tools, disaster planning, development of the homeland security and defense digital library, Department of Homeland Security, and other topics.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #2**

### **COURSE TITLE: Modern Archives Institute**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: College Park, MD & Washington, DC

DATES: 26 January – 6 February 2004  
7 – 18 June 2004

WEBSITE: [http://www.archives.gov/preservation/modern\\_archives\\_institute.html](http://www.archives.gov/preservation/modern_archives_institute.html)

#### **RELATED WEBSITES:**

[http://www.archives.gov/research\\_room/alic/reference\\_at\\_your\\_desk.html](http://www.archives.gov/research_room/alic/reference_at_your_desk.html)

COST: \$665.00 registration fee

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: Premier archival training course concentrating on fundamentals: acquisition, appraisal and disposition, arrangement and description, preservation, reference and access, and public programs. Institute is part of the National Archives and Records Administration (NARA), and courses are presented by NARA and Library of Congress staff.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #3**

### **COURSE TITLE: PLA 2004 National Conference**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Seattle, WA

DATES: 24-28 February 2004

WEBSITE:

<http://www.ala.org/Template.cfm?Section=Home&template=/ContentManagement/ContentDisplay.cfm&ContentID=42842>

RELATED WEBSITE: <http://www.seeseattle.org/>

COST: TBD

MAXIMUM PER DIEM: \$193.00

TRANSPORTATION: Obtain estimate from local travel office.

DESCRIPTION: Annual conference for public librarians covering developing and evolving challenges to public librarianship – shrinking budgets, expanding customer demands, rapidly changing technology, staffing and staff development, desktop delivery strategies, marketing, library designs and buildings, literacy, children's programming advances, adult services and programming, and more.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #4**

### **COURSE TITLE: Computers in Libraries 2004**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Washington, D.C.

DATES: 10-12 March 2004

WEBSITE: <http://www.infoday.com/cil2003/>

COST: TBD

MAXIMUM PER DIEM: \$200.00

TRANSPORTATION: Obtain estimate from local travel office.

DESCRIPTION: Conference for Information Age Librarians, with simultaneous tracks during the conference, pre- and post conference workshops, and an extensive exhibit hall. Previous conferences have covered Managing Content, Web Tools, Search Engines, Internet and Intranet Case Studies, Integrating the Net, Virtual and Digital Library Services, Library Automation & Infrastructure, Managing Knowledge Assets, Web Management, eResources, eLearning & Instruction, and more. One Pre or Post Conference meeting/seminar/training session may be included. Pre or Post Conference training is limited to no more than \$500.00 tuition/registration fee and no more than one extra day per diem.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #5**

### **COURSE TITLE: Army Library Institute**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Kansas City, Missouri

DATES: 6-9 April 2004

WEBSITE: <http://www.libraries.army.mil/ali2004/index.htm>

RELATED WEBSITES: <http://www.cgsc.army.mil/carl/>  
<http://www.kcmo.org/kcmo.nsf/web/home?opendocument>

<http://www.fairmont.com/FA/en/CDA/Home/Hotels/AboutHotel/CDHotelHomePage/0,2993,property%25255Fseq%253D100120,00.html>

COST: \$200.00 registration fee (tentative)

Maximum Per Diem: \$141.00 per day

Transportation: Obtain estimate from local travel office

DESCRIPTION: This Institute is the premier annual training event for Army librarians. It is a weeklong course with classes geared specifically to Army library issues. This year's theme is Army Libraries: Tradition and Transformation. See the Institute's web site for agenda updates. Previous agendas have included managerial, organizational and technological issues affecting Army libraries.

NOTE: Program will fund from 3 to 5 librarians. The primary objective of this sponsorship is to enable librarians, who rarely attend the Institute due to financial constraints, to participate in professional development. Therefore, applicants for this opportunity must state previously attended Army Library Institutes in their application.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #6**

### **COURSE TITLE: Info Today**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: TBD [probably NYC]

DATES: TBD [2003 in May]

WEBSITE: TBD

RELATED WEBSITES:

COST:

Maximum Per Diem: \$258

Transportation: Obtain estimate from local travel office

DESCRIPTION: This conference combines three conferences: 1) National Online, 2) KnowledgeNets, and 3) E-Libraries. National Online focuses on Internet and traditional research avenues, including strategic searching, the art & science of research, information quality, information security and policy issues. KnowledgeNets covers strategic knowledge communities and social networks, with case studies and presentations on knowledge and collaboration strategies, especially for knowledge management applications. E-Libraries focused on recent trends and practices in library and information centers.

**DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #7**

**COURSE TITLE: Eleventh Off-Campus Library Services Conference**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Scottsdale, AZ

DATES: 5-7 May 2004

WEBSITE: <http://ocls.cmich.edu/ocisc2004news.htm>

COST: TBD

MAXIMUM PER DIEM: TBD

TRANSPORTATION: Obtain estimate from local travel office.

DESCRIPTION: Bi-annual conference sponsored by Central Michigan University (CMU) Libraries and CMU College of Extended Learning for librarians, administrators and educators to discuss, study, demonstrate, and champion the technology, techniques and theories of providing off-campus library services. Five subject tracks are scheduled for the conference: 1) needs assessment, 2) student services, 3) support services (document delivery, ILL, etc.), 4) program administration, and 5) collaboration (among librarians, libraries, and consortia).

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #8**

### **COURSE TITLE: Digital Preservation Management: Implementing Short-term Strategies for Long-term Problems**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: Ithaca, NY

DATES: 10 - 14 May 2004  
19 - 23 July 2004

WEBSITE: <http://www.library.cornell.edu/iris/dpworkshop/>

RELATED WEBSITES: <http://www.diglib.org/preserve.htm>

COST: Registration: see website

Maximum Per Diem: \$107.00 per day

Transportation: Obtain estimate from travel office

DESCRIPTION: Cornell University Library is offering an innovative new digital preservation training program with funding from the National Endowment for the Humanities. The program will consist of an on-line tutorial and a series of one-week workshops to be held in Ithaca, NY. The primary goal of this program is to enable effective decision making for administrators who will be responsible for the longevity of digital objects in an age of technological uncertainty.

The *Digital Preservation Management* workshop series is intended for those who are contemplating or implementing digital preservation programs in libraries, archives, and other cultural institutions. The goals of this initiative are to foster critical thinking in a technological realm and to provide the means for exercising practical and responsible stewardship of digital assets.

Workshop Goal: *Promote Practical and Responsible Stewardship of Digital Assets*



## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #9**

### **COURSE TITLE: Medical Library Association Conference**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applicants may apply for only one (1) national conference (ALA, SLA, and MLA). One Pre or Post Conference meeting/seminar/training session may be included. Pre or Post conference training is limited to no more than \$500 tuition/registration fee and no more than one extra day per diem cost.

LOCATION: Washington, DC

DATES: 21-26 May 2004

WEBSITE: <http://www.mlanet.org/am/am2004>

RELATED WEBSITES: <http://www.mlanet.org/>

COST: \$405.00

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: Premier annual conference for medical librarians – theme for this year is “Seize the Power.” Preliminary program themes include, The Power of Collaboration, Paths to Power: Empowerment by the Numbers – Using Your Data to Negotiate with Administrators, Educating the 21<sup>st</sup> Century Health Professional, Emerging Ideas: The Power of Fresh Perspectives, and Lighting the Path: Digital Repositories in the Real World, among others. Check website for updates to preliminary program.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #10**

### **COURSE TITLE: Joint Conference on Digital Libraries**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Open to GS-12 and above.

LOCATION: Tuscon, AZ

DATES: 7 – 11 June 2004

WEBSITE: <http://www.jcdl2004.org/index.htm>

COST: Registration: TBD (probably \$460.00 with tiers for full or half day tutorials and workshops.

Maximum Per Diem: \$127.00  
[Conference hotel charging \$90.00/day]

Transportation: Obtain estimate from travel office

DESCRIPTION: The Joint Conference on Digital Libraries (JCDL) is a major international forum focusing on digital libraries and associated technical, practical, and social issues. JCDL encompasses the many meanings of the term "digital libraries," including (but not limited to) new forms of information institutions; operational information systems with all manner of digital content; new means of selecting, collecting, organizing, and distributing digital content; digital preservation and archiving; and theoretical models of information media, including document genres and electronic publishing. The intended community for this conference includes those interested in aspects of digital libraries such as infrastructure; institutions; metadata; content; services; digital preservation; system design; implementation; interface design; human-computer interaction; performance evaluation; usability evaluation; collection development; intellectual property; privacy; electronic publishing; document genres; multimedia; social, institutional, and policy issues; user communities; and associated theoretical topics.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #11**

### **COURSE TITLE: School for Scanning: Creating, Managing, and Preserving Digital Assets**

NOTE: Individual registration forms must be obtained, completed, and mailed by selectee(s).

LOCATION: Chicago (tentative)

DATES: TBD (early June tentatively; probably three days)

WEBSITE: <http://www.nedcc.org/sfsca/sfsca1.htm> (2003 website)

COST: Registration: \$365.00 to \$375.00

Maximum Per Diem: \$205.00

Transportation: Obtain estimate from travel office

DESCRIPTION: The Northeast Document Conservation Center coordinates this conference, with presentations on copyright, project management, metadata, content selection for digitization, digital asset management, digital longevity and preservation, and other issues.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #12**

### **COURSE TITLE: Digital Library**

NOTE: Individual registration forms must be obtained, completed, and mailed by selectee(s) to the Army Library Program Office to obtain registration discount. This one-day developmental assignment is limited to librarians in the Washington-Baltimore Metropolitan area.

LOCATION: Washington, DC

DATES: 24 November 2003 and other dates TBD

WEBSITE:

[http://www.capcon.net/training/Mgmt\\_training/course\\_descriptions/dig\\_lib.htm](http://www.capcon.net/training/Mgmt_training/course_descriptions/dig_lib.htm)

RELATED WEBSITES: <http://www.dli2.nsf.gov/>; <http://www.ifla.org/II/diglib.htm>

COST: Registration: \$215.00

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from travel office

DESCRIPTION: One-day overview of digital library developments and trends. Topics covered include metadata encoding and transmission standard (METS), CONTENTdm (OCLC preservation tool), Greenstone open source software, and the open archives initiative – protocol for metadata harvesting.

**DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #13**

**COURSE TITLE: E-Gov 2004**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s).

LOCATION: TBD

DATES: 2-4 June 2004

WEBSITE: <http://www.e-gov.com/events/2003/egov> (check later for 2004 site)

COST: \$995.00

MAXIMUM PER DIEM: TBD

TRANSPORTATION: Obtain estimate from local travel office.

DESCRIPTION: Forum for government and industry professionals to demonstrate new technologies and strategies to improve operations and service delivery, featuring keynote presentations, one-half day tutorials, exhibits, knowledge management pavilion, and best practices briefings.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #14**

### **COURSE TITLE: Special Libraries Association Annual Conference**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applicants may apply for only one (1) national conference (ALA, SLA, and MLA). One Pre or Post Conference meeting/seminar/training session may be included. Pre or Post conference training is limited to no more than \$500 tuition/registration fee and no more than one extra day per diem cost.

LOCATION: Nashville, TN

DATES: 5-10 June 2004

WEBSITE: <http://www.sla.org/content/Events/conference/2004annual/intro2.htm>  
Preliminary website; check later for registration, events, etc.

RELATED WEBSITES: <http://www.nashvillecvb.com/>

COST: TBD

Maximum Per Diem: \$128.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: Putting Knowledge to Work in the 21<sup>st</sup> Century is the theme of this annual conference, with exhibits, presentations, and contributed papers. Previous conferences have emphasized turning information into knowledge and putting knowledge to work.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #15**

### **COURSE TITLE: American Library Association Annual Conference**

NOTE: Individual registration forms must be obtained, completed and mailed by selectee(s). Applicants may apply for only one (1) national conference (ALA, SLA, and MLA). One Pre or Post Conference meeting/seminar/training session may be included. Pre or Post conference training is limited to no more than \$500 tuition/registration fee and no more than one extra day per diem cost.

LOCATION: Orlando, FL

DATES: 24-30 June 2004

WEBSITE:

[http://www.ala.org/Template.cfm?Section=Annual\\_Conference3&template=/ContentManagement/ContentDisplay.cfm&ContentID=45315](http://www.ala.org/Template.cfm?Section=Annual_Conference3&template=/ContentManagement/ContentDisplay.cfm&ContentID=45315)

COST: \$220.00

Maximum Per Diem: \$141.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: A complete website on the 2004 Annual Conference will be available on November 1, 2003. Registration and hotel reservation information will be available on January 2, 2004.

**DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #16**

**COURSE TITLE: Digitizing Historic Documents**

LOCATION: United States Military Academy, West Point, NY

DATES: 12 - 23 July 2004

WEBSITE: <http://usmalibrary.usma.edu/>

RELATED WEBSITES: <http://www.oclc.org/contentdm/>

COST: Registration: None

Maximum Per Diem: \$159.00

Transportation: Obtain estimate from travel office

DESCRIPTION: Provides Army librarians with an understanding of the digitization process including: the selection of server hardware, identification of material suitable for scanning, selecting the appropriate scanning method, scanning process, use of Photoshop software, descriptive metadata, use of ContentDM application software, and set up of interface pages. Participant should become familiar with the introductory information on the ContentDM website.



**DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #17**

**COURSE TITLE: Digitizing Historic Documents**

NOTE: One Army librarian will be selected for this assignment.

LOCATION: Combined Arms Research Library, Fort Leavenworth, KS

DATES: 3-7 May 2004 or 19-23 July 2004 or 26-30 July 2004

WEBSITE: <http://www.cgsc.army.mil/carl/>

RELATED WEBSITES: <http://www.oclc.org/contentdm/>

COST: Registration: None

Maximum Per Diem: \$159.00

Transportation: Obtain estimate from travel office

DESCRIPTION: Provides Army librarians with an understanding of the digitization process including: the selection of server hardware, identification of material suitable for scanning, selecting the appropriate scanning method, scanning process, use of Photoshop software, descriptive metadata, use of ContentDM application software, and set up of interface pages. Participant should become familiar with the introductory information on the ContentDM website.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #18**

Federal Library Information Center Committee (FLICC) Courses

### **COURSE TITLE: Mini MBA (Leadership)**

LOCATION: Washington, D.C., Library of Congress, Madison Building, Mumford Room

DATES: 16-20 August 2004

WEBSITE: <http://www.loc.gov/flicc/edutrainng.html>

These courses and more should be on the FLICC website shortly.

COST: \$895.00

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: 5-day course on modern business management practices, business components, and a framework of knowledge for making informed business decisions. This intensive course was developed by the American Management Association.

**DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #19**

Federal Library Information Center Committee (FLICC) Courses

**COURSE TITLE: Mastering Organizational Politics, Influences and Alliances**

LOCATION: Washington, D.C., Library of Congress, Madison Building,  
West Dining Room

DATES: 26 & 27 May 2004

COST: \$450.00

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office

DESCRIPTION: Seminar from the American Management Association on revealing the hidden truths about management success, and gaining the skills to succeed in today's organizations.

**DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #20**

**COURSE TITLE: Websearch University**

LOCATION: Washington, D.C.

DATES: TBD (probably September 2004)

WEBSITE: <http://www.websearchu.com/>

COST: TBD

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office.

DESCRIPTION: Conference for intermediate and advanced searchers to improve skills and learn new techniques and strategies and tools for web searching.

## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #21**

**COURSE TITLE:** 26<sup>th</sup> Institute on Federal Library Resources

**LOCATION:** Washington, D.C. (Catholic University of America)

**DATES:** 10 – 15 May 2004

**COST:** Continuing education : \$1500 + \$20 fee  
Graduate credit : \$1740 (2004 rate will be available 1/2004)

Maximum Per Diem: \$200.00

Transportation: Obtain estimate from local travel office

**DESCRIPTION:** In the Institute on Federal Library Resources 6-day intensive course, students examine the major concepts, services, and mechanisms that promote the use of federal information resources. Through site visits to federal libraries and information centers in the Washington, D.C. area, lectures, and observing new technologies and resources first-hand, participants gain an understanding of major issues facing Federal Libraries today. Content management, E-Government and metrics requirements, and competitive sourcing will be discussed.

**Point of Contact:** Institute Coordinator  
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## **DEVELOPMENTAL ASSIGNMENT OPPORTUNITY FOR FY 2004 #22**

**COURSE TITLE: My Developmental Assignment.** Short-term training, seminar, or conference of your choice offered by state/regional professional association, accredited college or university, vendor, or other organization and the course/training is closely aligned to your present professional position/duties. This developmental assignment will not be used to support training on integrated library systems (ILS) or office automation courses.

Careerists interested in IT courses are referred to the distance learning courses available free to Army civilians at <https://www.atrrs.army.mil/channels/eLearning/smartforce/>. IT courses, including those on integrated library systems and web development, will not be funded by ACTEDS.

**LOCATION:** Your Choice

**DATES:** Training/Seminar/Conference must be completed by 30 September 2004.

**COST:** Tuition or Registration quotation must be supplied by the applicant.

Maximum Per Diem based upon published government rates for each location.

Transportation: Obtain an estimate from your local travel office and include it in your application packet.

**DESCRIPTION:** Applicant must supply a course/conference training description, including the dates, registration form and fee, and name and telephone number for a point of contact.